



DD/A 80-1402/1

18 JUN 1980

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Security
Director of Training
Chief, Information Services Staff, DDA
Equal Employment Opportunity Officer

FROM: STATINTL [REDACTED]
Chief, Management Staff, DDA

SUBJECT: July 1980 DDA MBO Conferences

REFERENCE: Multi-adse Memo fm C/MS dtd 3 Jun 80, Subject: Changes
to Directorate MBO Program (DD/A 80-1402)

1. Attachment A is the schedule for the third quarter 1980 MBO Management Conferences. The review period is April through June 1980. As you will notice, Don and Bill have elected to hold all conferences, even those in Headquarters, in your conference space if available. You should plan for the conferences to last approximately one hour. Attachment B is a summary of your MBO structure that Don recently approved (see reference).

2. The list of MBO objectives and "for discussion purposes only" items attached will comprise the agenda for your conference. If you would like to add any items to the "for discussion purposes only" category, please contact me. We will need your office submission at least five working days prior to your conference.

3. Each of you is again invited to attend other DDA office MBO Conferences. Please let me know by 30 June 1980 which conference(s) you want to attend and which specific MBOs you are interested in so that we can structure each conference agenda accordingly.

4. If you have any questions regarding the conferences, schedules, agendas, or the objectives, please contact [REDACTED]

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Attachments:

- A. Schedule
- B. Office MBO Summary

JULY 1980 MBO MANAGEMENT CONFERENCES

<u>OFFICE</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
OTR	16 JULY (WEDNESDAY)	10:30 A.M.	1025 C o C
OL	21 JULY (MONDAY)	2:00 P.M.	2C19 [REDACTED] STATINTL
→ ODP	22 JULY (TUESDAY)	1:00 P.M.	2D03 HEADQUARTERS
OMS	23 JULY (WEDNESDAY)	10:00 A.M.	1D4021 HEADQUARTERS
OC	25 JULY (FRIDAY)	2:00 P.M.	2A03 [REDACTED] STATINTL
OF	28 JULY (MONDAY)	2:00 P.M.	1200 KEY
OS	29 JULY (TUESDAY)	1:30 P.M.	4E64 HEADQUARTERS
EEO	30 JULY (WEDNESDAY)	3:30 P.M.	7D32 HEADQUARTERS
ISS	31 JULY (THURSDAY)	9:00 A.M.	7D32 HEADQUARTERS

16 JUN 1980

Office of Data Processing

Initial 1980 Objectives

ODP-04-77 COMIREX Automated Management System (CAMS)
ODP-26-78 Project ADSTAR
ODP-27-80 Project GIMINI

Approved Changes

Delete ODP-26-78 Near enough to completion to drop reporting
Add ODP-28-80 4C - per discussion at last ODP MBO Conference

Fully Documented Objectives

ODP-04-77 CAMS
ODP-27-80 GIMINI
ODP-28-80 4C

For Discussion Purposes Only Objectives

- CRAFT Support
- Status of New Standard Terminal Introduction Program
- Overview of Intelligence Community Support (Resources, Costs, Trends) (Review during 3rd Quarter Conference)
- Overview of Agency Support (Resources, Costs, Trends) (Review during 4th Quarter Conference)
- Productivity Enhancement Methods (e.g., development of software engineering standards)
- EEO Progress

ROUTING AND RECORD SHEET

SUBJECT: (Optional) STATINTL July 1980 DDA MBO Conferences			
FROM: [Redacted] Chief, Management Staff, DDA 7D18 Hqs		EXTENSION 5226	NO. DD/A 80-1402/1 DATE 18 JUN 1980
TO: (Officer designation, room number, and building)	DATE RECEIVED FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.) <div style="background-color: black; height: 60px; width: 100%;"></div> ILLEGIB
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